

WHAT IS CLAIMED IS:

1. An apparatus for conducting a retrieval of document data, comprising:

 storing means for storing the document data;

 a receiver, for receiving from a user a request for retrieval of the document data, with the request including a password;

 a transmitter, for transmitting the password, received by said receiver, to a managing unit on a network;

 deciding means for, when said managing unit confirms the password transmitted by said transmitter, receiving a confirmation result from said managing unit to decide, on the basis of said confirmation result, whether or not the user is an authorized user;

 retrieving means for retrieving the document data stored in said storing means according to a decision result obtained by said deciding means;

 outputting means for outputting document data retrieved by said retrieving means;

 issuing means for issuing a new password in connection with the reception by said receiver; and

 registering means for transmitting the new password, issued by said issuing means, to said managing unit to register the new password as a valid password.

2. ~~An apparatus according to claim 1, wherein said receiver includes a local receiver for receiving a request from the user, if a local user, and a remote receiver for receiving a request sent from the user, if a remote user, through a network.~~

3. An apparatus according to claim 2, further comprising a control panel for performing a predetermined display in response to a key operation by the user, wherein said local receiver receives a retrieval request and a password inputted from said control panel.

4. An apparatus according to claim 2, further comprising a reader, for reading an original to produce image information, wherein said local receiver receives a retrieval request and a password extracted from the image information taken by said reader.

5. An apparatus according to claim 2, wherein said remote receiver receives a retrieval request and a password sent from a terminal through a network.

6. ~~An apparatus according to claim 2, wherein said remote receiver a retrieval request and a password extracted~~

~~from image information sent from a terminal through a network.~~

7. An apparatus according to claim 2, further comprising a facsimile receiver for receiving a facsimile image, wherein said remote receiver receives a document data retrieval request and a password extracted from an image which said facsimile receiver receives.

8. An apparatus according to claim 2, wherein said outputting means outputs document data in a different manner in accordance with whether said receiver behaves as said local receiver or said remote receiver.

9. An apparatus according to claim 8, further comprising a facsimile transmitter for conducting a facsimile transmission to a predetermined address, wherein said outputting means, when a retrieval request is received through a facsimile reception, transmits document data retrieved by said retrieving means in the form of a facsimile image to a retrieval requesting facsimile unit through the use of said facsimile transmitter.

10. An apparatus for conducting a retrieval of document data, comprising:

~~storing means for storing the document data;~~
a receiver, for receiving a request for a retrieval of
the document data, including a password, from a user;
confirming means for confirming authorization of the
user through the use of the password which said receiver
receives;
retrieving means for retrieving the document data
stored in said storing means on the basis of a confirmation
result by said confirming means;
outputting means for outputting document data retrieved
by said retrieving means;
issuing means for issuing a new password in response to
a receiving operation of said receiving means; and
notifying means for notifying the user of the new
password issued by said issuing means in a mode
corresponding to a mode taken for when said receiver
receives said retrieval request.

11. An apparatus according to claim 10, wherein said
receiver includes a local receiver for receiving a request
from the user, if a local user, and a remote receiver for
receiving a request sent from the user, if a remote user,
through a network, and, for notification, said notifying
means conducts a display on a control panel when said local
receiver receives the request.

12. An apparatus according to claim 11, wherein said local receiver receives a retrieval request and a password input from said control panel.

13. An apparatus according to 11, further comprising a reader, for reading an original to produce image information, with said local receiver receiving a retrieval request and a password extracted from the image information produced by said reader.

14. An apparatus according to claim 11, wherein said notifying means makes a notification through a network when said remote receiver receives the request.

15. An apparatus according to claim 14, wherein said remote receiver receives a retrieval request and a password sent from a terminal through a network.

16. An apparatus according to claim 14, wherein said remote receiver receives a retrieval request and a password extracted from image information sent from a terminal through a network.

17. An apparatus according to claim 14, further

comprising a facsimile receiver for receiving a facsimile image, with said remote receiver receiving a document data retrieval request and a password extracted from an image received through said facsimile receiver.

18. A processing method of conducting a retrieval of document data, comprising the steps of:

receiving a document data retrieval request, including a password, from a user;

transmitting the received password to a managing unit on a network;

receiving from the managing unit a confirmation result relating to validity of the transmitted password to decide, on the basis of said result, whether or not the user is an authorized user;

retrieving the stored document data on the basis of a result of the decision;

outputting a result of the retrieval;

issuing a new password, in response to the reception of said password in said receiving step; and

transmitting the new password to the managing unit to register the new password as a valid password.

19. A processing method according to claim 18, wherein the reception of said password in said reception step

~~includes local reception for receiving a request from the user, if a local user, and remote reception for receiving a request from the user, if a remote user, through a network.~~

20. A processing method according to claim 19, wherein, in said local reception, a retrieval request and the password, inputted through a control panel, are received.

21. A processing method according to claim 19, further comprising the step of reading an original to produce image information, with said local reception being conducted to receive a retrieval request and a password extracted from the image information.

22. A processing method according to claim 19, wherein said remote reception is conducted to receive a retrieval request and a password sent from a terminal through a network.

23. A processing method according to 19, wherein said remote reception is made to receive a retrieval request and a password extracted from image information sent from a terminal through a network.

24. A processing method according to claim 19, further

~~comprising the step of receiving a facsimile image through a facsimile receiver, with said remote reception being conducted to receive a document data retrieval request and a password extracted from the received facsimile image.~~

25. A processing method according to claim 19, wherein said retrieval result is outputted in a different manner in accordance with whether said password is received by way of said local reception or said remote reception.

26. A processing method according to claim 19, further comprising the steps of performing a facsimile transmission to a predetermined address through the use of a facsimile transmitter and, when a retrieval request is received by facsimile reception, transmitting a retrieval result in the form of a facsimile image to a retrieval requesting facsimile unit through the use of the facsimile transmitter.

27. A processing method of conducting a retrieval of document data, comprising the steps of:

receiving a request for a retrieval of the document data, including a password, from a user;
confirming that the user is authorized, on the basis of the received password;
~~retrieving the document data, stored, on the basis of a~~

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~~result of the confirmation;~~

~~outputting a result of the retrieval;~~

issuing a new password in response to a receiving
operation of the retrieval request; and

notifying the user of the new password in a mode
corresponding to a mode taken at the reception of said
retrieval request.

28. A processing method according to claim 27, wherein
the reception of said retrieval request includes local
reception for receiving a request from the user, if a local
user, and remote reception for receiving a request from the
user, if a remote user, through a network, and the
notification of the password is made by displaying the
password on a control panel when the request takes place by
said local reception.

29. A processing method according to claim 28, wherein
said local reception is conducted to receive a retrieval
request and a password inputted through the control panel.

30. A processing method according to claim 28, further
comprising the step of reading an original to produce image
information, with said local reception being conducted to
receive a retrieval request and a password extracted from

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~~the~~ image information.

31. A processing method according to claim 28, wherein the notification of the password is effected through a network when the request takes place by said remote reception.

32. A processing method according to claim 31, wherein said remote reception is conducted to receive a retrieval request and a password sent from a terminal through a network.

33. A processing method according to claim 31, wherein said remote reception is conducted to receive a retrieval request and a password extracted from image information sent from a terminal through a network.

34. A processing method according to claim 31, further comprising the step of receiving a facsimile image, with said remote reception being conducted to receive a document data retrieval request and a password extracted from the received facsimile image.

35. A record medium storing a computer program to be run by a computer of a processing unit for retrieving

document data, said computer program comprising the steps
of:

receiving a request for a retrieval of the document
data, including a password, from a user;

transmitting the received password to a managing unit
on a network;

receiving from the managing unit a confirmation result
of validity of the transmitted password to decide, on the
basis of the confirmation result, whether or not the user is
an authorized user;

retrieving the document data, stored, on the basis of a
result of the decision;

outputting a result of the retrieval;

issuing a new password in response to the reception of
the password said receiving step; and

transmitting the new password to the managing unit to
register the new password as a valid password.

36. A record medium according to claim 35, wherein the
reception of the password in said receiving step includes
local reception for receiving a request from the user, if a
local user, and remote reception for receiving a request
from the user, if a remote user, through a network.

37. A record medium according to claim 36, wherein

~~said local reception is conducted to receive a retrieval request and a password inputted through a control panel.~~

38. A record medium according to claim 36, wherein said computer program further comprises the step of reading an original to produce image information, with said local reception being conducted to receive a retrieval request and a password extracted from the image information.

39. A record medium according to claim 36, wherein said remote reception is conducted to receive a retrieval request and a password sent from a terminal through a network.

40. A record medium according to claim 36, wherein said remote reception is conducted to receive a retrieval request and a password extracted from image information sent from a terminal through a network.

41. A record medium according to claim 36, wherein said computer program further comprises the step of receiving a facsimile image through a facsimile receiver, with said remote reception being conducted to receive a document data retrieval request and a password extracted from an image obtained through facsimile transmission.

42. A record medium according to claim 36, wherein
said retrieval result is outputted in a different manner in
accordance with whether said password is received by way of
said local reception or said remote reception.

43. A record medium according to claim 36, wherein
said computer program further comprises the steps of
conducting facsimile transmission to a predetermined address
through the use of a facsimile transmitter, and, when a
retrieval request is received by a facsimile reception,
transmitting said retrieval result in the form of a
facsimile image to a request requesting facsimile unit
through the use of said facsimile transmitter.

44. A record medium storing a computer program to be
run by a computer of a processing unit for retrieving
document data, said computer program comprising the steps
of:

receiving a request for a retrieval of the document
data, including a password, from a user;
confirming that the user is authorized, on the basis of
the received password;
retrieving the document data, stored, on the basis of a
result of the confirmation;

~~outputting a result of the retrieval;~~

issuing a new password in response to receiving of the retrieval request; and

notifying the user of the new password in a mode corresponding to a mode taken at the reception of the retrieval request.

45. A record medium according to claim 44, wherein the reception of the retrieval request includes local reception for receiving a request from the user, if a local user, and remote reception for receiving a request from the user, if a remote user, through a network, with the notification of the new password being made by displaying the new password on a control panel when the request is made through local reception.

46. A record medium according to claim 45, wherein said local reception is conducted to receive a retrieval request and a password input through a control panel.

47. A record medium according to claim 45, wherein said computer program further comprises the step of reading an original to produce image information, with said local reception being conducted to receive a retrieval request and a password extracted from the image information.

48. A record medium according to claim 45, wherein the notification of the new password is made through a network when the request is made by said remote reception.

49. A record medium according to claim 48, wherein said remote reception is conducted to receive a retrieval request and a password sent from a terminal through a network.

50. A record medium according to claim 48, wherein said remote reception is conducted to receive a retrieval request and a password extracted from image information sent from a terminal through a network.

51. A record medium according to claim 48, wherein said computer program further comprises receiving a facsimile image, with said remote reception being conducted to receive a document data retrieval request and a password extracted from an image obtained by facsimile reception.